

Child and Adult Care Food Program (CACFP)

MEAL PATTERN IMPLEMENTATION OPTION SELECTION FORM

For Adult Day Care Centers

USDA Final Rule *Child and Adult Care Food Program: Meal Pattern Revisions Related to the Healthy, Hunger-Free Kids Act of 2010*

INSTRUCTIONS

Before completing this form, review the Connecticut State Department of Education's (CSDE) [operational memorandum No. 11A-16](#) and accompanying handout, *Options for Early Implementation of the New Meal Pattern Provisions for CACFP Adult Day Care Centers*, for detailed guidance on the early implementation options. This form consists of the four sections below.

- **Section 1 – Sponsor Information (page 1):** Indicate the CACFP institution's name and agreement number.
- **Section 2 – Selected Option (pages 2-3):** Select the **one** option that will be used by the CACFP institution or sponsor:
 - Option 1 – Specific Provisions (see page 2);
 - Option 2 – Entire Meal Pattern (see page 3); or
 - Option 3 – No Change (see page 3).

CACFP sponsors with multiple adult day care centers must choose the same option for all centers.

- **Section 3 – Ensuring Compliance (page 4):** This section describes how the CACFP institution or sponsor will fully train staff and successfully implement and monitor all updated meal pattern requirements, and provides information on all CACFP staff who attended the CSDE workshop on the new CACFP adult meal pattern. *Note: Complete this section only if the CACFP institution or sponsor is choosing either option 1 or 2.*
- **Section 4 – Authorized Representative Signature (page 5):** One of the CACFP institution's authorized representatives must sign and date the form.

CACFP institutions and sponsors may begin to implement option 1 at any time, as long as all required provisions of the new adult meal pattern are in place by October 1, 2017. CACFP institutions and sponsors may begin to implement option 2 at any time prior to October 1, 2017, only after receiving approval from the CSDE. CSDE approvals will be on a case-by-case basis, and only for CACFP sponsors that can demonstrate their capacity to fully train all staff/providers and successfully implement and monitor all updated meal pattern requirements.

Submit the completed form to the CSDE by e-mail to maria.santini@ct.gov, by **December 31, 2016**.

SECTION 1 – SPONSOR INFORMATION

Sponsor Name: _____

Agreement
Number: _____

SECTION 2 – SELECTED OPTION

The CACFP institution or sponsor listed on page 1 agrees that all adult day care centers will use the option below for implementation of the U.S. Department of Agriculture's (USDA) updated CACFP adult meal pattern.

Check (☑) one option.

- ☐ **Option 1 – Specific Provisions:** Implement the current CACFP adult meal pattern, plus all provisions of the new CACFP adult meal pattern that are consistent with the current meal pattern, as outlined in *Options for Early Implementation of the New Meal Pattern Provisions for CACFP Adult Day Care Centers*. CACFP institutions and sponsors may begin to implement this option at any time, as long as all required provisions of the new meal pattern are in place by October 1, 2017.

Complete questions A and B below. Complete section 3 (page 4) and section 4 (page 5), and attach a menu that reflects the new requirements.

A. Intended **start date** for Option 1: _____

B. **Check all provisions** that will be implemented at the CACFP institution on the start date above.

- ☐ 1. Allows fat-free flavored milk.
Note: USDA best practice recommends serving only unflavored milk.
- ☐ 2. Requires at least one daily serving of whole grain-rich foods.
- ☐ 3. Allows meat and meat alternates in place of the entire grains component at breakfast up to three times per week.
- ☐ 4. Allows tofu and soy yogurt to credit as meat alternates.
- ☐ 5. Eliminates grain-based desserts from the grains component.
- ☐ 6. Requires breakfast cereals to contain no more than 6 grams of sugar per dry ounce.
- ☐ 7. Requires yogurt to contain no more than 23 grams of sugar per 6 ounces.
- ☐ 8. Allows yogurt to meet the fluid milk requirement for adult participants once per day.
- ☐ 9. Limits juice to no more than one meal per day, including snack.
- ☐ 10. Prohibits deep-fat frying foods on-site, i.e., cooking by submerging food in hot oil or other fat.

CACFP ADULT DAY CARE MEAL PATTERN IMPLEMENTATION OPTION SELECTION FORM, continued

- ☐ **Option 2 – Entire Meal Pattern:** Implement all provisions of the new CACFP adult meal pattern in its entirety, including all provisions below, as outlined in *Options for Early Implementation of the New Meal Pattern Provisions for CACFP Adult Day Care Centers*. CACFP institutions may begin to implement this option prior to October 1, 2017, only after receiving approval from the CSDE.

Complete questions A below. Complete section 3 (page 4) and section 4 (page 5), and attach a menu that reflects the new requirements.

A. Intended **start date** for Option 2: _____

Option 2 Provisions
<ol style="list-style-type: none">1. Allows fat-free flavored milk. <i>Note: USDA best practice recommends serving only unflavored milk.</i>2. Requires at least one daily serving of whole grain-rich foods.3. Allows meat and meat alternates in place of the entire grains component at breakfast up to three times per week.4. Allows tofu and soy yogurt to credit as meat alternates.5. Eliminates grain-based desserts from the grains component.6. Requires breakfast cereals to contain no more than 6 grams of sugar per dry ounce.7. Requires yogurt to contain no more than 23 grams of sugar per 6 ounces.8. Allows yogurt to meet the fluid milk requirement for adult participants once per day.9. Limits juice to no more than one meal per day, including snack.10. Prohibits deep-fat frying foods on-site, i.e., cooking by submerging food in hot oil or other fat.11. Allows juice to fulfill the entire vegetable component or fruit component.12. Permits participants' families to provide one meal component for participants with nondisability medical or special dietary needs.

- ☐ **Option 3– No Changes:** Continue to implement the current CACFP adult meal pattern without any changes through September 30, 2017, and begin full implementation of all provisions of the new meal patterns on October 1, 2017.

SECTION 3 – ENSURING COMPLIANCE

- A. CACFP institutions or sponsors selecting either option 1 or 2 must complete this section. Describe how the CACFP institution or sponsor will fully train all staff and successfully implement and monitor all updated meal pattern requirements. Attach additional page if needed.

- B. Indicate the names and titles of all CACFP staff who attended the CSDE workshop on the new CACFP adult meal pattern, and the date attended. Attach additional page if needed.

Name of CACFP Staff	Title	Date Attended Workshop

- C. Attach a menu that reflects the new requirements of option 1 or 2.

SECTION 4 – AUTHORIZED REPRESENTATIVE SIGNATURE

Name (print): _____

Signature_____
Date

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- (1) mail: U.S. Department of Agriculture
Office of the Assistant Secretary for Civil Rights
1400 Independence Avenue, SW
Washington, D.C. 20250-9410;*
- (2) fax: (202) 690-7442; or*
- (3) email: program.intake@usda.gov.*

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FOR CSDE USE ONLY

Approved for: ☐ Option 1 ☐ Option 2 ☐ Option 3_____
CSDE CACFP Consultant_____
Date

This form is available in PDF at www.sde.ct.gov/sde/lib/sde/pdf/deps/nutrition/cacfp/forms/earlyimpformadult.pdf and Word at www.sde.ct.gov/sde/lib/sde/word_docs/deps/nutrition/cacfp/forms/earlyimpformadult.doc.